

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject

Design Standards for County Facilities

**Policy
Number**

G-15

Page

1 of 3

Purpose

To establish general principles and objectives for the design, construction and improvement of owned or leased County facilities.

Background

The Board of Supervisors, in January 1990, adopted a policy and work program for space activities which recognized the need for centralized, prudent management of County property and facilities. A significant issue identified by the Board was the need to establish design standards for County facilities, which will use appropriate techniques, materials and technology to improve public accessibility, energy performance, resource utilization, and the work environment. An additional critical consideration is the need to balance capital cost requirements with operating and maintenance costs.

Policy

It is the policy of the Board of Supervisors that:

1. Design guidelines and standards shall be established for County owned and leased facilities to promote the following objectives:

A. Provide safe, functional, aesthetically pleasing facilities at a reasonable cost.

Maximize flexibility to easily accommodate changes in use, configuration and/or occupants of a facility. Utilize open office design whenever appropriate and feasible. Where possible, include opportunities for multiple and after hour use of suitable facilities.

Provide features that promote client convenience and access, including clear directions and signage and grouping of related activities.

Ensure the safety and security of employees and the public, including measures to prevent or reduce unauthorized or undesirable activities, and adequate measures to prevent injury to employees and the public.

Provide maximum accessibility and safety for handicapped employees and members of the public.

Promote aesthetic considerations in interior and exterior building design, including public art and landscaping.

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject

Design Standards for County Facilities

**Policy
Number**

G-15

Page

2 of 3

Include features, which promote employee physical and mental fitness, where practical.

B. Maximize the exterior and interior life of facilities while considering facility design and construction costs.

Set standards for the use of fixtures to maintain a maximum 50 lumen for lighting within buildings.

Set guidelines for selection of appropriate finishes, materials and equipment, which balance acquisition costs with maintenance requirements. Emphasize longevity and excellent value in the selection of materials and equipment.

Maximize the use of quality exterior and interior furnishings and equipment to promote ergonomic features and quiet, efficient workplaces. Recognize color as an important design element and consider its effect on behavior and performance.

C. Set environmental standards, which maximize energy conservation and efficiency, while providing a comfortable, efficient work environment for building occupants.

Require compliance with the 68 degree heating and 78 degree cooling ranges.

Maximize the use of natural resources, including air/wind, solar heat and light, and landscaping, in the design of heating, air conditioning, ventilation and lighting systems, without compromising the comfort and efficiency of employees and the public.

Achieve maximum energy conservation and efficiencies, through use of natural and energy efficient cogeneration systems, photovoltaic, lighting controllers, occupancy sensors or other technological improvements.

Provide flexibility in mechanical, electrical and plumbing systems whenever practical, in order to accommodate future interior changes.

Require energy efficiency compliance for all heating, ventilation, air conditioning (HVAC) systems.

D. Promote recycling and conservation of resources, and incorporate methods and systems for recycling solid and liquid waste, and into the planning of County facilities.

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject

Design Standards for County Facilities

**Policy
Number**

G-15

Page

3 of 3

Use building and finishing products, which contain recycled materials into County facilities where feasible.

Promote recycling/reuse of building demolition remnants whenever possible.

Require water conservation and reclamation fixtures, systems and techniques where feasible.

Comply with the County's Landscape Water Conservation Ordinance in designing and implementing exterior landscaping plans for County facilities.

Incorporate solid waste recycling stations/facilities into all future office designs.

2. The Chief Administrative Officer shall establish design standards and guidelines, which implement the preceding goals and objectives. The guidelines and standards shall be reviewed and modified periodically in order to take advantage of changing technologies and systems.

They shall also be communicated to all affected County offices and departments, and shall be provided to consultants, developers and contractors involved in the planning, acquisition, improvement or construction of County facilities.

Sunset Date

This policy will be reviewed for continuance by 12/31/2008.

Board Action

12/14/93 (50)

2/14/01 (11)

CAO Reference

1.Department of General Services